



Finance and Administration Cabinet
Executive Order 2008-011
Request Form

Requesting Department: 625 Department Of Highways **Record Date:** 2012-03-27

Requestor ID: JJN0026 **Requestor Name:** NANCY ALBRIGHT

Short Description: Bagged Dry Calcium Chloride - FY13 **Requestor Phone Number:** 502-564-4556

Type of Request: OTHER GOODS **New or Expanded?** No

Procurement Method: Order From Existing Contract **Cost:** 30,000.00 **Estimate/Actual?** Estimate

Is this Item a Replacement? No **If so, Asset Tag#:**

What will happen to the replaced item?

What Document is Requested? Blanket Waiver

If on Contract, Give Contract #: MA 605 11*622

Vendor (if any): Caudill Seed Co.

Purpose and Justification:

The KYTC Division of Maintenance requests blanket waiver approval for all purchases, contract renewal, and establishment of new contract referencing the bagged dry calcium chloride contract with KYTC.

These products are essential for KYTC personnel to effectively control snow and ice on walkways of the Commonwealth's rest area and office facilities during the winter months.

The current contract expires 11/30/12 with two renewal options. New contract will be renewed upon mutual agreement by all parties

This request is for the period July 1, 2012 - June 30, 2013..

Funding Source: Road

Program Code:

If Federal, Give CFDA#:

Percentage of Each Funding 100% FE07

FAC approval of a Request Form means the review required by the Executive Order has been completed, and the items or services have been authorized to begin the procurement process. Agencies must procure these items or services according to procurement policies and procedures, administrative regulations, and statutes. Special authority requests, delegations and other specific methods of procurement are not approved through this review- identifying the procurement method is for the Committee’s information only. Follow normal request procedures to obtain approval for specific methods of procurement. Funding source must be in accordance to GOPM policies, regulations and statutes.

I certify by submitting this form electronically, that an original, signed by the Cabinet Secretary or authorized agency head, is maintained at the agency level. If the agency head applies an electronic approval it is not necessary to maintain the signed original on file. In addition, the agency has considered the guidance provided by Personnel Cabinet regarding the distinction between an employee and an independent contractor before making this request, where applicable.

This request approved by:

Cabinet Secretary or Authorized Agency Head

For Agency Use: